### State of Wisconsin

**Locator No:** MRS-SC-155

# DEPARTMENT OF EMPLOYMENT RELATIONS

### - MERIT RECRUITMENT & SELECTION BULLETIN -

**Date:** May 19, 2003 | **Subject:** Classification Plan Changes for Administrative

Purposes and Resulting from WSEU Professional

Social Services Unit Negotiated Pay Range

Assignments and Reassignments.

Pursuant to s. 230.09, Wis. Stats., the Secretary of the Department of Employment Relations (DER) has approved the classification plan changes identified on this bulletin. Regardless of the actual

notification date, the effective date is May 18, 2003, unless otherwise stated.

- 1. As part of <u>class plan administration</u>, the classifications of **Job Service Analyst 1**, 2, 3, and 4 are <u>re-titled</u> to **Employment and Training Analyst 1**, 2, 3, and 4. As part of contract negotiations, the <u>pay ranges are reassigned</u> for the classifications of **Employment and Training Analyst 1**, 2, 3, and 4.
- 2. As part of contract negotiations, the <u>pay ranges are reassigned</u> for the classifications of: Client Services Specialist-Senior; Community Integration Specialist; Crisis Intervention Worker; Disability Claims Reviewer; Disability Claims Specialist; Disability Determination Specialist-Entry, and -Objective; Experiential Recreation Specialist Entry, and -Objective; Licensing/Certification Specialist, Psychological Services Associate-Entry and -Objective; Recreation Leader-Entry and -Objective; Rehabilitation Case Manager-Objective and -Senior; Veterans Employment and Training Specialist; Victim Services Specialist 1; and Volunteer Coordinator.
- 3. As part of <u>class plan administration</u>, the classifications of Offender Class Specialist-Entry and -Objective to and Vocational Rehab Counselor-Entry and -Objective are <u>re-titled</u> to Offender Class Specialist (A) and (B) and Vocational Rehab Counselor (A) and (B). As part of contract negotiations, the following classifications are <u>modified and assigned to an automatic progression series</u>: Offender Class Specialist (A) and (B); and in addition, the Vocational Rehab Counselor-In Training; and Vocational Rehab Counselor (A) and (B) classifications are <u>reassigned to a new pay range</u>.
- 4. As part of classification plan administration, <u>DER is abolishing</u> Industry and Labor Training Coordinator 1 and 2, Job Service Counselor 1, 2, 3, 4, and 5; Job Service Specialist 1, 2, 3, and 4; and Labor Market Analyst 1, 2, 3, and 4 and creating the classifications of Apprenticeship Training Representative (A), (B), and (C); Employment and Training Counselor (A), (B), and (C), Employment and Training Specialist (A), (B), and Lead; and Labor Market Analyst (A), (B), and (C). As part of contract negotiations these classifications are reassigned to an <u>automatic pay progression series</u>, with the exception of the Employment and Training Specialist Lead.

A comprehensive list of number 1, 2, 3, and 4 changes can be found below including administrative changes such as class codes and CIC codes. The Department of Administrative Central Payroll will automate reallocation notices for these changes. Any questions should be directed to Kris Chilsen at (608) 266-7569.

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## **Internet Availability:**

The target date for the availability of classification specifications from this bulletin on the DER Web Page is June 9, 2003. This is the only notification DCLR will be providing, so please share this information with appropriate agency staff. Any questions should be directed to Jan Monica Mason at (608) 267-2156.

### **Alphabetical Listing of Classifications:**

The Alphabetical Listing of Classifications (Alpha List) is also available on the DER Web Page at http://der.state.wi.us/home/dclr/dclr.htm. The Alpha List is updated monthly after classification plan changes are implemented. The date of the last update is listed at the top of the document. Please contact Judy Burke at (608) 267-5166 if you have any questions about information contained in the Alpha List.

### **Contact Points:**

Questions may also be directed to the appropriate analyst at the DER Fax number (608) 267-1020 or by e-mail at (using the analyst's name) <a href="mailto:firstname@der.state.wi.us">firstname@der.state.wi.us</a>.

Leean White, Bureau of Agency Services Division of Merit Recruitment and Selection

	Classification						FLSA		
		Class	Pay	Unit	EEO		LTE	Job	CIC
		Code	Range	Code	Cat.	FLSA	Code	Group	Code
ABO	<u>LISH</u>								
4)	Industry & Lal	bor Trainir	ng Coordin	nator 1					
		48011	12-04	12	2	E	N	020	163
	Industry & Lal		_						
		48012	12-05	12	2	E	N	020	163
	Job Service Co								
		48601	12-02	12	2	M	N	020	163
	Job Service Co				_	_			
		48602	12-03	12	2	E	N	020	163
	Job Service Co		12.04	10	2	Г	NT.	020	1.62
	Iah Campiaa Ca	48603	12-04	12	2	E	N	020	163
	Job Service Co	48604	12-05	12	2	Е	N	020	163
	Job Service Co		12-03	12	2	E	1N	020	103
	JOU SCIVICE CO	48605	12-07	12	2	Е	N	020	163
	Job Service Sp		12-07	12	2	L	11	020	103
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		48202	12-03	12	2	N	N	020	027
	Job Service Sp	ecialist 3							
	1	48203	12-04	12	2	N	N	020	027
	Job Service Sp	ecialist 4							
	•	48204	12-05	12	2	N	N	020	027

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NEW	<b>Employment</b> a	and Traini	ing Analys	st 2					
		48302	12-07	12	2	E	N	020	027
OLD	Job Service A								
		48303	12-06	12	2	Е	N	020	027
NEW	<b>Employment</b> a	and Traini		st 3					
	1 0	48303	12-07	12	2	E	N	020	027
OLD	Job Service A	nalyst 4							
		48304	12-07	12	2	E	N	020	027
<b>NEW</b>	<b>Employment</b> a	and Traini	ing Analys	st 4					
		48304	12-08	12	2	E	N	020	027
	Classification						<b>FLSA</b>		
		Class	Pay	Unit	<b>EEO</b>		LTE	Job	CIC
		Code	Range	Code	Cat.	FLSA	Code	Group	Code
<b>CREA</b>									
4)	Apprenticeship								
		48001	12-05	12	2	E	N	020	163
	Apprenticeship		_						
		48002	12-06	12	2	E	N	020	163
	Apprenticeship						3.7	0.00	1.60
	T 1	48003	12-07	12	2	Е	N	020	163
	Employment &				2	Г	N	020	1.62
	Emmlarmant 9	48661	12-04	12 (D)	2	E	N	020	163
	Employment &	48662	12-05	(B) 12	2	E	N	020	163
	Employment &				2	Ľ	11	020	103
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	Employment &				2	L	11	020	103
	Zimpio jimoni C	48261	12-04	12	2	N	N	020	27
	Employment &				_	- '			_,
	r	48262	12-05	12	2	N	N	020	27
	Employment &	Training	Specialist !	Lead					
		48263	12-06	12	2	N	N	020	027
	Labor Market	Analyst (A	)						
		48861	12-04	12	2	E	N	044	026
	Labor Market		•						
		48862	12-05	12	2	E	N	044	026
	Labor Market	• .	•	10		Б	3.7	0.4.4	026
		48863	12-06	12	2	E	N	044	026
	Classification						FLSA		
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3)	Vocational Rel	hab Counse	elor-In Tra	ining					
OLD		49161	12-04	12	2	N	N	112	163
NEW		49161	12-06	12	2	N	N	112	163

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	Classification					FLSA		
		ass Pay	Unit	EEO		LTE	Job	CIC
	Co	ode Range	e Code	Cat.	<b>FLSA</b>	Code	Group	Code
REAS	SIGN PAY RANGI	E						
2)	Client Services Spe	ecialist-Senior						
OLD	50	673 <b>12-06</b>	12	2	N	N	112	174
NEW	50	673 <b>12-07</b>	12	2	N	N	112	174
	Disability Claims I	Reviewer						
OLD		260 <b>12-07</b>	12	2	N	N	226	375
NEW		260 <b>12-08</b>	12	2	N	N	226	375
	Disability Claims S							
OLD		<b>12-08</b>	12	2	N	N	226	375
NEW	49	<b>12-09</b>	12	2	N	N	226	375
	Disability Determine							
OLD		201 <b>12-05</b>	12	2	N	N	226	375
NEW		201 <b>12-06</b>	12	2	N	N	226	375
	Disability Determine		-					
OLD		202 <b>12-06</b>	12	2	N	N	226	375
NEW		202 <b>12-07</b>	12	2	N	N	226	375
	Experiential Recrea		-					
OLD		401 <b>12-02</b>	12	2	N	N	112	175
NEW		401 <b>12-03</b>	12	2	N	N	112	175
	Experiential Recrea	_	-					
OLD		402 <b>12-03</b>	12	2	N	N	112	175
NEW		402 <b>12-04</b>	12	2	N	N	112	175
OI D	Licensing/Certifica			•		3.7	110	151
OLD		360 <b>12-06</b>	12	2	Е	N	112	174
NEW		360 <b>12-07</b>	12	2	E	N	112	174
OI D	Psychological Serv		•	2	NI	NT.	110	1.67
OLD		501 <b>12-03</b>	12	2	N	N	112	167
NEW		501 12-04	12	2	N	N	112	167
OI D	Psychological Serv			2	Б	NI	110	1.67
OLD		502 <b>12-05</b>	12	2	E	N	112	167
NEW		502 <b>12-06</b>	12	2	E	N	112	167
OLD	Recreation Leader-	501 <b>12-02</b>	12	5	N	N	112	175
NEW		501 <b>12-02</b> 501 <b>12-03</b>	12	5	N	N	112	175
INE W	Recreation Leader-		12	3	IN	1N	112	1/3
OLD		502 <b>12-03</b>	12	5	N	N	112	175
NEW		502 <b>12-03 12-04</b>	12	5	N	N	112	175
T 4 TF 44	Rehabilitation Case			5	1.4	1.4	112	1/5
OLD		701 <b>12-04</b>	12	2	E	N	112	163
NEW		701 <b>12-04</b>	12	2	E	N	112	163
T 4157 AA	Rehabilitation Case			<b>~</b>	L	T 4	114	103
OLD		702 <b>12-05</b>	12	2	E	N	112	163
NEW		702 <b>12-06</b>	12	2	E	N	112	163
1 1 <b>2 2 7</b> 7 7	Victim Services Sp			-	L	± 1		100
OLD		901 <b>12-04</b>	12	2	Е	N	112	174
NEW		901 <b>12-05</b>	12	2	E	N	112	174
± , <b>===</b> , ,	23			_	_	-,		

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	Classification						FLSA		
		Class	Pay	Unit	EEO		LTE	Job	CIC
		Code	Range	Code	Cat.	FLSA	Code	Group	Code
REASSIGN PAY RANGE AND CLASS CODE									
2)	Community In	tegration S	Specialist						
OLD		53320	12-06	12	2	E	N	112	174
NEW		53300	12-07	12	2	Е	N	112	174
	Crisis Interven	tion Work	er						
OLD		53330	12-06	12	2	E	N	112	174
NEW		53400	12-07	12	2	Е	N	112	174
							~ .		
	Classification						<b>FLSA</b>		
	Classification	Class	Pay	Unit	EEO		FLSA LTE	Job	CIC
	Classification	Class Code	Pay Range	Unit Code	EEO Cat.	FLSA		Job Group	CIC Code
REAS	Classification SIGN PAY RA	Code	Range	Code		FLSA	LTE		
<u>REAS</u> 2)		Code NGE ANI	Range D CIC CO	Code DDE	Cat.	FLSA	LTE		
	SIGN PAY RA	Code NGE ANI	Range D CIC CO	Code DDE	Cat.	<b>FLSA</b> E	LTE		
2)	SIGN PAY RA	Code NGE ANI oyment ar	Range D CIC CO nd Training	Code  DDE  g Specialis	Cat.		LTE Code	Group	Code
2) <b>OLD</b>	SIGN PAY RA	Code NGE ANI oyment ar 07270 07270	Range D CIC CO nd Training 12-03	Code DDE g Specialis 12	Cat.	Е	LTE Code	<b>Group</b> 019	Code 026
2) <b>OLD</b>	SIGN PAY RA Veterans Empl	Code NGE ANI oyment ar 07270 07270	Range D CIC CO nd Training 12-03	Code DDE g Specialis 12	Cat.	Е	LTE Code	<b>Group</b> 019	Code 026
2) OLD NEW	SIGN PAY RA Veterans Empl	Code NGE ANI oyment ar 07270 07270 rdinator	Range D CIC CO nd Training 12-03 12-04	Code DDE g Specialis 12 12	Cat.  2 2	E E	LTE Code	019 019	026 163
2) OLD NEW	SIGN PAY RA Veterans Empl	Code NGE ANI oyment ar 07270 07270 rdinator 23700	Range D CIC CO nd Training 12-03 12-04 12-03	Code DDE g Specialis 12 12	Cat.  2 2 2	E E	LTE Code N N	019 019 112	026 163 174

**Note:** Agencies are reminded to record relevant changes in the Job Group Listings distributed by the Division of Affirmative Action.

**Effective Date: No. 1, 2, 3, and 4:** May 18, 2003